

# SCMHA Meeting Minutes and Action Items

South Colchester Minor Hockey Association Board of Directors

AGM

April 27, 2025

7:00 PM

<b>Attendance</b>		
Josh Boulton	Erin Sears	Jason Nelson
Ang Reid	Chris Sears	Heather Peterson
Shauna Curtis	Jackie Johnston	Michael Doyle
Jon Matheson	Brittanie MacPhee	Justin Hamilton
Carmen MacPhee	Roddie MacLean	Adam Caughey
Michelle Harbers	Natalie Brenton	Chris MacKenzie
Sam Moore	Monique Paradis	Erin McNeil
Brandon McNeil		
<b>2024 AGM meeting minutes</b>	<b>Approved by: Erin Sears</b>	<b>Seconded by: Monique Paradis</b>
<b>President/VP</b>	2024-25 very successful season! We have received positive feedback re: Elks representation at tournaments.	
<b>Financial Report</b>	<p>See image below for 2024/25 Budget and Actuals. At April 25 - Bank Balance \$46,293.87 &amp; GIC \$13,952.90 Overall, season ending with a profit of approx \$8,000. Budget notes: Phil Sears profit was higher then anticipated, but we raised the registration fees for most levels. Ice Rental actual was lower then budget - this could have been that we budgeted for two U13 teams and/or that we anticipated an increase in hourly rates, which did not occur. There is approximately \$800 registration fees remaining to be paid (three families). Michelle suggesting/requesting that we purchase an official accounting program (currently we use a free online application). Ang motioned, Chris M seconded the FI report.</p>	
<b>Registrar Report</b>	218 players registered. 17 players transferred in (3 Truro, 1 Tata and 13 Debert) and 26 players transferred out (9 Truro and 17 Debert).	
<b>Development Report</b>	Nil.	

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<p><b>Equipment Report</b></p>	<p>Rumor that Tim Hortons was stepping away from sponsoring jerseys for U7-U9. If that is the case, we will need to purchase jerseys. Nat to confirm.</p> <p>Natalie is suggesting that we implement setting a required deposit on all jerseys for U13 and above. As of this meeting, Nat has only rec'd ONE team's set of jerseys back, out of the seven teams.</p> <p>2025/26 season there will be \$100 deposit on jerseys for U13 and above. Chris motioned, Justin seconded.</p>
<p><b>Coaching/ Tryout Coordinator Report</b></p>	<p>Nil.</p>
<p><b>Referee-in-Chief Report</b></p>	<p>Nil.</p>
<p><b>Rink Liaison Report</b></p>	<p>Nil.</p>
<p><b>Ice Manager Report</b></p>	<p>Nil.</p>
<p><b>Risk &amp; Safety Report</b></p>	<p>2024-25 season had a couple of minor incidents and those were addressed within our policies and procedure guidelines. Noted that there may be some players that we should intentionally place on opposite teams next year.</p>
<p><b>Safety Rep Report</b></p>	<p>Nil.</p>
<p><b>Tournament Chair Report</b></p>	<p><u>Big Whoopie</u> - first year for this tournament for U18. Break even on income/expenses - thank you to Foodland for the \$1500 sponsorship! <u>Phil Sears</u> - 37 teams, 4 days and \$8800 profit. New logo designed for stickers and hoodies for the Sears family members and tournament organizers. Planning to sell 'swag' next year. And we will need to determine capped number of teams per division.</p>
Item	Action
<p>Discussion around Rep Team fee calculations and that we may want to reconsider how these are determined, but noted that this would need to be communicated to teams well in advance so they can budget appropriately.</p>	<p>Will discuss at next meeting and determine next steps to set fees for 2025/26 season.</p>
Item	Action
<p>Discussed that fundraising rules should be very clear to all Team Managers, also communicated in advance - what is allowed, setting expectations for years to come.</p>	<p>To be added to Manager's Guide</p>

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Item	Action
Manager's Guide - Lindsay Verboom had done lots of work to develop tools for the Team Managers to use. Are these complete?	Heather will check in with Lindsay
Item	Action
Jersey deposit for U13 and above will need to be noted in our policy for Team Managers.	Erin to add to policy.
Item	Action
Reviewed Policy/Procedure updates. Chris motioned, Jackie seconded.	
Item	Action
Discussed succession plan for Board Executives - plan to do two year terms, staggering by two positions changing on opposite years so that there is never a year where it is a fully new exec.	
Item	Action
Reviewed Bylaw Updates. Chris motioned, Nat seconded.	Updates to be taken to Registry of Joint Stocks.
Item	Action
Provincial Banners - board agrees that the provincial championship banners should be displayed somewhere in DHMS. There are not that many and they are something to be proud of!	Options to be discussed with Rink Board.
2024/25 Board of Directors dissolved at 8:05pm. Motioned by Brittanie, seconded by Shauna.	
<p><b>Executive</b> appointed for the 2025/26 season:</p> <p>President: Chris Sears {nominated by Natalie Brenton - voted in by majority of those in attendance}</p> <p>Vice President: Brittanie MacPhee {nominated by Jason Nelson - voted in by majority of those in attendance}</p> <p>Treasurer: Michelle Harbers {nominated by Chris MacKenzie}</p> <p>Secretary: Heather Peterson {nominated by Jason Nelson}</p> <p>Notes:</p> <p>Nominations for President - Monique nominated Josh - denied. Carmen nominated <b>Adam - accepted</b>. Chris S nominated Ang - denied. Heather nominated <b>Roddie - accepted</b>. Natalie nominated <b>Chris S - accepted</b>. Ang nominated Carmen - denied. Jason nominated Michelle - denied. Adam nominated Jon - denied.</p> <p>Nominations for Vice President - Monique nominated <b>Roddie - accepted</b>. Jackie nominated <b>Adam - accepted</b>. Erin nominated Nat - denied. Chris M nominated Brandon - denied. Jason nominated <b>Brittanie - accepted</b>. Brandon nominated Chris M - denied.</p>	

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## Directors:

Josh Boulton

Erin Sears

Jason Nelson

Ang Reid

Shauna Curtis

Jackie Johnston

Jaime Blauwendraat

Michael Doyle

Jon Matheson

Justin Hamilton

Carmen MacPhee

Roddie MacLean

Adam Caughey

Danny Graham

Natalie Brenton

Chris MacKenzie

Sam Moore

Monique Paradis

Erin McNeil

Brandon McNeil

Ian Tapper

Office Manager: Kari Blaikie

2025/26 Meetings: June 8, Sept 14, Oct 26 (Semi-AGM), Jan 18, March 29 and April 26th (AGM)  
+ as required

Meeting adjourned 9pm

*Heather Peterson*

SCMHA Secretary 2024-25

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## South Colchester Minor Hockey Association

### 2024-2025 Budget

Income	Budget 2024/2025	Actual to March 31, 2025	Notes UPDATE FOR AGM
Registration Fees	\$162,750.00	\$144,634.98	incl \$10,125 from BAA
Rep Team Fees	\$7,200.00	\$10,800.00	
Try-Out Fees	\$3,000.00	\$6,225.00	
Checking Clinics	\$300.00	\$435.00	
BAA Support	\$2,000.00		
Tournament - Phil Sears	\$4,500.00	\$8,883.75	
Tournament - Big Whoopie	\$0.00	-\$1,575.00	\$1500 coming from Foodland
Miscellaneous	\$500.00	\$420.00	
Donations	\$500.00	\$70.00	Don Fisher Memorial
Bank Account Interest	\$25.00	\$19.95	
	<b>\$180,775.00</b>	<b>\$169,913.68</b>	
Expense	Budget 2024/2025	Actual to March 31, 2025	Notes
Advertising/Promotional	\$250.00	\$302.00	
Coaching Development	\$3,500.00	\$2,004.84	
Lotto Expenses	\$5,500.00	\$5,897.99	incl prize \$, ticket cost, NS Lotto fee
Office Manager	\$6,500.00	\$6,500.00	
Office Supplies	\$200.00	\$189.49	
Postage/Delivery Fees	\$100.00		
Miscellaneous	\$500.00	\$407.19	
Awards	\$1,000.00	\$150.00	
Repairs & Maintenance	\$500.00	\$65.53	
Bank Service Charges	\$30.00	\$25.00	
Gray Jay Fees	\$1,200.00	\$977.50	
Sports Pay Fees - online reg fee		\$299.82	
Credit Card Processing	\$150.00	\$120.00	
Equipment	\$1,500.00	\$915.21	Used Nat's Breakdown
Gear	\$1,000.00	\$269.63	Used Nat's Breakdown
Jerseys	\$1,500.00	\$1,859.44	Used Nat's Breakdown
Checking Clinics	\$500.00	\$492.50	
Development Clinics	\$3,400.00	\$3,450.00	
Goalie Clinics	\$1,250.00	\$925.00	
Goalie Credit for Season	\$2,400.00	\$2,000.00	
Hockey NS Insurance	\$21,750.00	\$20,870.00	
Ice Rentals - Regular Season	\$101,400.00	\$85,117.50	
Ice Rentals - Development	\$2,000.00		
Ice Rentals - Try-outs	\$1,950.00	\$3,315.00	
Officials Pay	\$25,000.00	\$23,841.70	
Referee Development/Courses	\$2,000.00	\$1,706.00	
RIC - Referee in Chief	\$1,500.00	\$1,500.00	
	<b>\$186,580.00</b>	<b>\$163,201.34</b>	
<b>Net Income</b>	<b>-\$5,805.00</b>	<b>\$6,712.34</b>	